

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Small PHA Plan Update
Annual Plan for Fiscal Year: April 1, 2002

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Housing Authority of Lancaster

PHA Number: SC032

PHA Fiscal Year Beginning: (mm/yyyy) April 1, 2002

PHA Plan Contact Information:

Name: Libby Jones

Phone: 803-285-7214

TDD: 803-285-7214

Email (if available): lanchousauth@infoave.net

Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ Main administrative office of the local, county or State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

PHA Programs Administered:

X Public Housing and Section 8 ☐ Section 8 Only ☐ Public Housing Only

Annual PHA Plan**Fiscal Year 2002**

[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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<input type="checkbox"/> Attachment A : Supporting Documents Available for Review	
<input type="checkbox"/> Attachment _B_: Capital Fund Program Annual Statement	
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<input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment __: Public Housing Drug Elimination Program (PHDEP) Plan	
<input type="checkbox"/> Attachment _D_: Resident Membership on PHA Board or Governing Body	
<input type="checkbox"/> Attachment _E_: Membership of Resident Advisory Board or Boards	
<input type="checkbox"/> Attachment _F_: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input type="checkbox"/> Other (List below, providing each attachment name)	
Attachment G: Initial assessment for Voluntary Conversion of Developments	
Attachment H: Section 8 Homeownership Capacity Statement	
Attachment I: Income Analysis for Deconcentration and Income Mixing	
Attachment J: Implementation of Community Service Requirements	

Attachment K: Progress in Meeting 5-Year Plan Mission and Goals

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Processing interim rent adjustments for changes in source of income rather than increases in income from the same source is intended to refocus efforts toward better serving the housing needs of families and individuals and promoting self-sufficiency rather than discouraging assistance recipients' employability by recalculating rent every time a few more dollars are earned. Management will be able to house more families if less time is spent processing reexaminations of families that are already housed.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. X Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ _268,085.00_____

C. X Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment "C"

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment "B"

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. X Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each

program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family's resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- X Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

The Housing Authority intends to acquire relevant experience to administer a homeownership program by attending training sessions sponsored by housing professionals such as NAHRO and consulting with local mortgage lenders such as BB & T, First Citizens Bank, Wachovia Bank, and Founders Federal Credit Union. The Executive Director met two representatives from Wachovia Community Development Corporation and has also attended meetings of Community Housing, Inc. which has been successful for the homeownership program offered through the Housing Authority of Fort Mill.

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. ☐ Yes X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____
- C. ☐ Yes ☐ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. ☐ Yes ☐ No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. ☐ Yes X No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are Attached at Attachment (File name)
3. In what manner did the PHA address those comments? (select all that apply)
 - ☐ The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included
 - ☐ Yes ☐ No: below or
 - ☐ Yes ☐ No: at the end of the RAB Comments in Attachment ____.
 - ☐ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment ____.
 - ☐ Other: (list below)

B. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - X Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
 - ☐ Other: (list below)

-Acquiring experience to administer Section 8 Homeownership Program is consistent with the high priority ranking of promotion of homeownership opportunities for low income families.

-Revising interim rent adjustment procedures for all assisted families is consistent with the priority to encourage development of sustainable communities by assisting in the creation and/or retention of jobs.
3. PHA Requests for support from the Consolidated Plan Agency
 - ☐ Yes X No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

-Addressing the emergency shelter and traditional housing needs of homeless persons supports the local preference for admission to Section 8 tenant-based assistance to those applicants who are homeless.

-Assisting in the provision of affordable rental opportunities by encouraging the use of other resources to make development of rental housing more feasible for private and non-profit developers, and supporting the conversion of suitable existing buildings for reuse as affordable rental units will help the PHA obtain and maintain maximum utilization of Section 8 housing vouchers; thereby, meeting the original goal of improving SEMAP scores through better voucher management.

-Encouraging public housing authorities to seek additional Section 8 funding, with an emphasis on funding opportunities targeted to people with disabilities encourages the PHA to strive to obtain maximum voucher utilization in order to be eligible to apply when such funds are available.

-Promoting economic development opportunities by assisting in the creation and retention of jobs supports the strategy to promote self-sufficiency in Families and individuals.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

Removal of an objective stated as a PHA goal in the original mission or adding an objective that conflicts with the original mission as stated in Year 1 of the 5-Year Plan.

B. Significant Amendment or Modification to the Annual Plan:

- Changes to rent or admissions policies or organization of the waiting list
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities

Attachment A

Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
1	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
2	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
3	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
Red book	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
4	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
Green book	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
5	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
6	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
7	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
8	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
9	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
10	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
11	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8 Included in Section 8 Administrative Plan	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
12	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

13 Community Service/Self-Sufficiency Policy

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

PHA Name: Housing Authority of Lancaster

Grant Type and Number

Capital Fund Program: SC16P032908-99

Capital Fund Program

Replacement Housing Factor Grant No:

☐ Original Annual Statement☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement

XPerformance and Evaluation Report for Period Ending: 9/30/2001

☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Expended
		Original	Obligated	
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements			
4	1410 Administration	1,000.00	1,000.00	922.12
5	1411 Audit			
6	1415 liquidated Damages			
7	1430 Fees and Costs	20,000.00	20,000.00	20,000.00
8	1440 Site Acquisition			
9	1450 Site Improvement	7,060.00	7,060.00	6,460.00
10	1460 Dwelling Structures	222,934.28	222,934.28	222,934.28
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	22,286.72	22,286.72	22,286.72
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Mod Used for Development			
19	1502 Contingency			
20	Amount of Annual Grant: (sum of lines 2-19)	273,281.00	273,281.00	272,603.12
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Compliance			
23	Amount of line 20 Related to Security			
24	Amount of line 20 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

[illegible]

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

PHA Name: Housing Authority of Lancaster

Grant Type and Number

Capital Fund Program: SC16P032501-00

Capital Fund Program

Replacement Housing Factor Grant No:

☐ Original Annual Statement☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement

XPerformance and Evaluation Report for Period Ending: 9/30/2001

☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Expended
		Original	Obligated	
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements	51,914.00	51,914.00	10,700.00
4	1410 Administration	1,000.00		
5	1411 Audit			
6	1415 liquidated Damages			
7	1430 Fees and Costs	20,000.00		
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	160,680.00	34,781.72	34,781.72
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	25,978.00	15,564.00	15,564.00
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Mod Used for Development			
19	1502 Contingency			
20	Amount of Annual Grant: (sum of lines 2-19)	259,572.00	102,259.72	61,045.72
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Compliance			
23	Amount of line 20 Related to Security	51,914.00	51,914.00	10,700.00
24	Amount of line 20 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

[illegible]

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

PHA Name: Housing Authority of Lancaster

Grant Type and Number

Capital Fund Program: SC16P032501-01

Capital Fund Program

Replacement Housing Factor Grant No:

☐ Original Annual Statement☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement

XPerformance and Evaluation Report for Period Ending: 9/30/2001

☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Obligated
		Original	Revised	
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements	52,758.00		52,758.00
4	1410 Administration	1,000.00		
5	1411 Audit			
6	1415 liquidated Damages			
7	1430 Fees and Costs	20,000.00		
8	1440 Site Acquisition			
9	1450 Site Improvement	70,000.00		
10	1460 Dwelling Structures	92,000.00		
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	28,036.00		
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Mod Used for Development			
19	1502 Contingency			
20	Amount of Annual Grant: (sum of lines 2-19)	263,794.00		
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Compliance			
23	Amount of line 20 Related to Security	52,758.00	52,758.00	
24	Amount of line 20 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

[illegible]

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of Lancaster		Grant Type and Number Capital Fund Program: SC16P032501-02 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input checked="" type="checkbox"/> Original Annual Statement					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:					
<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	53,617.00		53,617.00	
4	1410 Administration	1,000.00			
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	20,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	193,468.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	268,085.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security	53,617.00	53,617.00		

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of Lancaster		Grant Type and Number Capital Fund Program: SC16P032501-02 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
XOriginal Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
24	Amount of line 20 Related to Energy Conservation Measures				

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan		
X Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
SC32-1	Caroline Courts	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Install playground equipment	98,036.00	4/1/2001
Replace kitchen floor covering	107,234.00	4/1/2002
Paint breezeways, railings; redesign stairway landings	217,957.00	4/1/2003
Replace exterior doors, lock cores, medicine cabinets	221,502.00	4/1/2004
Total estimated cost over next 5 years	644,729.00	

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement

[illegible]

PHA Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an “x”) **N1** _____ **N2** _____ **R** _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

12 Months _____ **18 Months** _____ **24 Months** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of

Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY 1995						
FY 1996						
FY 1997						
FY1998						
FY 1999						

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FFY _____ PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHED P Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							

3.						
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9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9116 - Gun Buyback TA Match					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$				
Goal(s)									
Objectives									

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$				
Goal(s)									
Objectives									

Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

**Required Attachment __D__: Resident Member on the PHA
Governing Board**

1. ☐ Yes X No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

B. How was the resident board member selected: (select one)?

- ☐ Elected
☐ Appointed

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- X Other (explain): Three directly-assisted individuals expressed a desire to serve but did not provide information previously determined to be conducive to a successful election. The Board of Commissioners plans to meet with these individuals and hand-picked long-term program participants to answer questions and provide guidance on the duties a Commissioner is expected to fulfill in an effort to fill this vacancy.

B. Date of next term expiration of a governing board member: 4/14/2002

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): The Honorable Joe Shaw
Mayor of Lancaster, South Carolina

Required Attachment ____E____: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

The Resident Advisory Board has not been active during fiscal year April 1, 2001. Effort is being made to determine if any members are still interested in participating. Only two (2) individuals not involved in development of previous Plans attended the RAB meeting to discuss the Plans for April 1, 2002, but made no comments.

Janice Mackey
Alma Roberts

**INITIAL ASSESSMENT for VOLUNTARY CONVERSION of DEVELOPMENTS
from PUBLIC HOUSING STOCK**

1. Both public housing developments owned by the Housing Authority of Lancaster (SC32-1 and SC32-2) are subject to the required initial assessment since both developments are available for general occupancy rather than being developments designated as elderly/disabled.
2. Neither public housing development owned by the Housing Authority of Lancaster is not subject to the required initial assessment.
3. The Housing Authority of Lancaster is still conducting the first and only assessment of the covered developments.
4. Neither public housing development has been identified appropriate for conversion since the initial assessment is not complete.
5. The Housing Authority of Lancaster is reviewing operation of public housing developments at SC32-1, Caroline Courts, and SC32-2, Frank L. Roddey Homes, and considering the implications of converting these public housing developments to tenant-based assistance to determine if the provision of tenant-based assistance is more expensive than the cost of continuing to operate said developments as public housing and whether such conversion would benefit the residents of the developments and the community.

ATTACHMENT sc032b02 to Small Plan Update for Housing Authority of Lancaster

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

Action planned for fiscal year 2002 toward reaching the original 5-Year goal to implement a voucher homeownership program includes acquiring the relevant experience necessary to administer a successful program.

The Housing Authority of Lancaster will consult with mortgage lenders and housing counseling agencies in the development of a local homeownership policy that complies with necessary underwriting and property inspection standards and establishes downpayment requirements.

IMPLEMENTATION STEPS FOR DECONCENTRATION OF POVERTY AND INCOME MIXING

1. Average Income of all Families in all Covered Developments

SC32-1	$\frac{479,459}{91}$	=	5269.
SC32-2	$\frac{278,953}{37}$	=	7539.
TOTAL	$\frac{758,412}{128}$	=	5925.

2. Average Income of Families in Each Covered Development

	<u>SC32-1</u>			<u>SC32-2</u>		
1 br.	$\frac{130,545}{20}$	=	6527.	$\frac{113,148}{14}$	=	8082.
2 br.	$\frac{173,408}{45}$	=	3854.	$\frac{33,000}{6}$	=	5500.
3 br.	$\frac{90,438}{14}$	=	6460.	$\frac{98,121}{13}$	=	7548.
4 br.	$\frac{85,068}{12}$	=	7089.	$\frac{34,684}{4}$	=	8671.
TOTAL	$\frac{479,459}{91}$	=	5269.	$\frac{34,684}{37}$		7539.

3. Determination of Which Developments are Outside of Established Income Range

Established Income Range is 85% to 115% of the PHA-wide average income for covered developments.

SC32-1

Average income of residents at Caroline Courts (5269) falls within the established range (5925) - 88%

1, 3, and 4 bedroom families exceed the established range. 2 bedroom families fall below the established range - only 65%.

SC32-2

Average annual income of residents at Frank L. Roddey Homes (7539) falls above the established range (5925) - 127%

ALL SIZES - 1 BR. - 4 BR. - EXCEED THE ESTABLISHED RANGE (94% - 148%).

STEP 4 - Option to Provide Reasons Developments are Outside of Established
Income Range

The covered developments' size, location, and configuration promote deconcentration.

There has been no need to develop strategies or activities specifically to meet the established goal to deconcentrate poverty, promote income mixing and statutory requirements.

The income mix is consistent with the requirements for deconcentration of poverty and income mixing despite categorization that some family sizes may have income above or below the Established Income Range.

The income mix of public housing developments is consistent with and furthers the locally determined goals of the Annual and Five-Year Plan.

A local preference was established for the admission of working families into both developments to promote a mix between the elderly with established, fixed, small incomes and the young, pregnant mothers.

The Housing Authority has established flat rents and permissive deduction for transportation deduction to encourage higher-income families to remain in public housing developments until they are self-sufficiency.

**THE HOUSING AUTHORITY OF LANCASTER
IMPLEMENTATION OF PUBLIC HOUSING RESIDENT
COMMUNITY SERVICE REQUIREMENT**

Public housing dwelling leases were amended during fiscal year April 1, 2001, to include that failure to perform community service is grounds for non-renewal of the lease after the 12-month term.

Efforts to implement the community service requirements stalled after it was learned that the House had voted in July 2001 to eliminate the community service requirement (H.R. 2620).

The Housing Authority still intends to seek a cooperation agreement with the local TANF agency for reasons in addition to implementing community service requirements such as helping to identify those residents "previously unemployed" and subject to mandatory earned income disregard.

No changes have been made to the Community Service/Self-Sufficiency Policy developed during Annual Plan for fiscal year April 1, 2001.

THE HOUSING AUTHORITY OF LANCASTER
5-YEAR PLAN PROGRESS

The permissive deduction for transportation expenses established during fiscal year April 1, 2001, was a significant step to promote self-sufficiency by supporting employability of public housing residents.

Increasing payment standards to 110% of the HUD-established fair market rent has increased housing choices for voucher holders and improved the quality of assisted housing in addition to making management of rental housing more feasible for property owners; several families have obtained housing in an apartment complex newly constructed during fiscal year April 1, 2001.

Private security service implemented during fiscal year April 1, 2000, continues to improve the living environment in public housing communities. Additional outdoor lighting has been installed in areas where darkness has made an effective patrol difficult and fences have been repaired in areas that officers have identified as a source of escape for suspects.

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